



Division Guideline #1

Date: **Created: March 24, 2011**
 Reviewed October 6, 2011
 Reviewed July 6, 2012
 Reviewed July 9, 2013
 Reviewed July 15, 2014
 Reviewed October 5, 2015

Title: **Uniform Cost Report Changes Effective July 1, 2011**

Application: **DD Community Providers**

- ✓ Uniform cost reports will no longer be required annually.
- ✓ Division amended DMH contracts in FY 2012 requiring DD community providers to submit uniform cost reports every three years to coincide with the DD Provider Relations Review unless the agency fits into an exempt category listed below.
- ✓ DD community providers exempt from submitting uniform cost reports include:
 1. Providers paid (State and Federal funds) less than \$300,000 annually by the Division of DD or
 2. Providers contracted with the Division of DD to provide only therapies, personal assistance, transportation services and adaptive equipment.
- ✓ DD community providers can submit their uniform cost report information to the Division using their current format.

If you have any questions about this information please feel free to contact Wanda Russell at 573-368-2524 or Wanda.Russell@dmh.mo.gov.

This guideline will be reviewed and updated annually, if needed.